MCG EMPLOYEE TRAINING & EVENTS

Montgomery County Government (MCG) offers a wide variety of training opportunities to help increase MCG employees' knowledge, skills, and abilities. Below are the classes with seats still available for **March 2026**. Classes and events are available on a first-come, first-served basis.

Special Events

Event	Date	Time	Topic Area	Details	Audience
MCG Women in Government	Mar 5	8:30 am – noon	Professional Development	In-Person	All

Instructor-Led Trainings & Learning Opportunities

Class	Date	Time	Topic Area	Details	Audience
Ethics Training for Public Financial Disclosure Filers (TEAMS)	Mar 3	10 am – 11:30 am	Compliance	Virtual Mandatory	Public Financial Disclosure Statement Filers
Innovation Accelerator Information Session	Mar 4	10 – 10:30 am	Professional Development	Virtual Register Here	All
Montgomery County Govt Online Printshop Training	Mar 4	1:30 – 3:30 pm	Technology	Virtual	All
Make a Decision Already! How to Avoid Indecisiveness	Mar 5	2 – 3 pm	Professional Development	Virtual	All
Mandatory Ethics Training for New Employees	Mar 5	9:45 – 11:30 am	Compliance	Virtual Mandatory	All New Employees

Project Management Fundamentals (3-Day Class)	Mar 9, 16, & 24	Noon – 4 pm	Leadership & Management	Virtual	All
Advancing Racial Equity: The Role of Government	Mar 10	10 am – 2 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory RESJ	All
Contract Negotiation	Mar 10	9 am – 1 pm	Compliance	Virtual Mandatory	Contract Administrators
Interviewing and Selecting Employees	Mar 10	9 am – noon	Compliance	Virtual Mandatory	Interview Panelists / Hiring Managers
EEO Awareness: Understanding Rights and Responsibilities – Employees	Mar 11	9 – 11 am	Compliance	Virtual Mandatory	Employees
Mental Fitness for Optimal Brain Power	Mar 11	2 – 3 pm	Professional Development	Virtual	All
Overview of Contract Administration	Mar 11	1 – 4 pm	Compliance	Virtual Mandatory	Contract Administrators
Accounts Payable Refresher	Mar 12	10 am – noon	Compliance	Virtual	All
Creating Psychological Safety in the Workplace	Mar 12	10 – 11 am	Professional Development	Virtual	All
EEO Awareness: Understanding Rights and Responsibilities – Employees	Mar 12	1 – 3 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory	Employees
Navigating AI Solutions: Copilot Chat – Virtual	Mar 12	11 am – noon	Technology	Virtual	All
Overview of Workers' Compensation	Mar 12	1 – 3:30 pm	Leadership & Management	Virtual	Managers/ Supervisors
Being Part of a Multigenerational Team	Mar 16	2 – 3 pm	Professional Development	Virtual	All
Leave Without Pay (LWOP) For Supervisors	Mar 16	11 am – noon	Compliance	Virtual Mandatory	Managers / Supervisors
Alternative Dispute Resolution (ADR) Focus MCGEO	Mar 18	10 am – noon	Leadership & Management	Virtual	MCGEO Supervisors and Managers

EEO Awareness: Understanding Rights and Responsibilities – Supervisors	Mar 18	1 – 3 pm	Compliance	Virtual Mandatory	Managers / Supervisors
ERS Retirement Planning – ERS Groups A,E,F,G,H,J	Mar 18	9:30 – 11 am	Benefits	Virtual	All
Ethics Training for Public Financial Disclosure Filer (TEAMS)	Mar 18	1 – 2:30 pm	Compliance	Virtual Mandatory	Public Financial Disclosure Statement Filers
Health Insurance Planning for Retirement	Mar 18	11 am – 1 pm	Benefits	Virtual	All
Heart Leadership	Mar 18	10 am – noon	Compliance	Virtual RESJ	All
Performance Management Basics	Mar 18	1 – 4 pm	Leadership & Management	Virtual Mandatory	Managers / Supervisors
How to Conduct Internal Workplace Investigations	Mar 18	2 – 4 pm	Leadership & Management	Virtual	Managers/ Supervisors
Public Speaking: Overcoming Stage Fright	Mar 18	Noon – 1 pm	Professional Development	Virtual	All
Copilot Chat Post-Training Virtual Workshop	Mar 18	11 am – noon	Technology	Virtual	All
Mastercard P-Card Training	Mar 19	1 – 3 pm	Compliance	Virtual	P-Card Holders
Understanding Structural Racism in Montgomery County	Mar 24	10 am – 1 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory RESJ	All
Drug Free Workplace – Non-DOT Supervisors	Mar 25	1:30 – 4 pm	Compliance	Virtual	Non-DOT Supervisors
EEO Awareness: Understanding Rights and Responsibilities – Employees	Mar 25	1 – 3 pm	Compliance	Virtual Mandatory	Employees
Emotional Intelligence	Mar 25	10 – 11 am	Professional Development	Virtual	All

EEO Awareness: Understanding Rights and Responsibilities – Employees	Mar 26	9 – 11 am	Compliance	Virtual Mandatory	Employees
Enrolling in Health Insurance Benefits at Retirement 2026-04-01 (Retire 6/1/26)	Apr 1	11 am – 1 pm	Benefits	Virtual Last day to register for this class is 3/18/2026 (see complete schedule)	All
Innovation Accelerator 3-Day Course	Apr 30, May 1 & May 4	8:30 am – 5 pm	Professional Development	In-Person Apply Here Registration closes 3/27/2026	All

Classes listed as "*Mandatory*" meet a mandatory training requirement as outlined on the Mandatory Training page.

To view our full list of available self-paced trainings, visit our e-Learning tab within our Programs & Catalog page. To register for a self-paced training, see the "Enrollment Instructions" section below.

Enrollment Instructions

Unless indicated otherwise in the charts above, **please register via Employee Self-Service no later than 48 hours in advance of a virtual class. The instructor will send a webinar link to all pre-registered participants 24 hours before the class.** Dates and times are subject to change based on instructor availability. Please refer to Learner Home for the most updated listing of class dates and times.

- MCG employees, contractors, and volunteers **with** an MCG Computer Network Login: AccessMCG ePortal and go to Employee Self Service, then Learner Home. Under the Search field "Class," enter the registration keyword (**a single Word from the class title**). For assistance, review: Enroll in a Class.
- Contractors, volunteers **without** an MCG Computer Network Login: AccessMCG Extranet Portal

Americans with Disabilities Act (ADA) Accommodations

Please contact the Office of Human Resources, Training Division, at 240-777-5116 or email OLM.Admin@montgomerycountymd.gov at least five (5) full business days prior to an event or class to request any reasonable accommodations to participate in the event. This includes, but is not limited to, requests for sign language interpreters and other auxiliary aids or services. In all situations, a good faith effort (up until the time of the event) will be made to provide accommodation.